

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814
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February 6, 1981

ALL-COUNTY INFORMATION NOTICE I-12-81

TO: ALL-COUNTY WELFARE DIRECTOR

SUBJECT: IMPLEMENTATION OF NEW AND REVISED FOOD STAMP FORMS

REFERENCE:

All-County Letter No. 80-66 dated November 5, 1980 transmitted implementation instructions for eight new and revised food stamp forms. Regulations containing technical amendments implementing two of these forms (DFA 377.1, and DFA 377.3) have not yet been filed. Therefore, the required implementation date for these forms will not be February 1, 1981, although counties may begin using them on that date. You will be notified of the implementation date of the forms as soon as the regulations are filed.

Counties are also reminded to carefully review All-County Letter No. 80-66 to be certain that the policies and procedures prescribed in that letter are being followed. For example, we are aware of problems in the following areas:

1. Attachment 4 - Form Orders

When ordering revised forms prior to their implementation date, the new revision date must be specified on the GEN 727B, County Forms Order. Because counties are ordering both existing and revised forms during this period, the warehouse has been instructed to send the existing forms unless the new revision date is specified on the order form. In addition, counties were instructed to limit initial orders of these forms to a three-month supply. This is critical if we are to have sufficient stock to fill orders from all counties. Please be certain that the staff who order county forms have this information.

2. Attachment 2 - Implementation

- a. The DFA 285-A (9-80), Application for Food Stamps and the DFA 285-B (9-80) Food Stamp Budget Worksheet were to be implemented by all counties January 1, 1981.

The DFA 285-C (8-80) Food Stamp Application - Special Medical Deductions and the DFA 285-D (9-80) Food Stamp Budget Worksheet - Special Medical/Shelter Deductions were to be implemented by all counties December 1, 1980.

Any county which has not implemented these forms must contact its Food Stamp Program Operations Consultant immediately to discuss plans for implementation. Counties needing to modify these state forms should carefully review Attachment 3 of ACL No. 80-66 which describes the policies and procedures for requesting form modification approval.

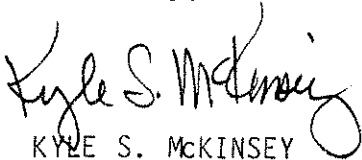
- b. The DFA 377.2 (9-80) Food Stamp Notice of Expiration of Certification and the DFA 377.9 (9-80) Notice of Restoration of Lost Food Stamp Benefits are to be implemented by all counties by February 1, 1981. Counties anticipating implementation problems must contact their Food Stamp Program Operations Consultant.

3. Attachment 3 - Forms Modification Requests

In general, counties need to review the policies and procedures prescribed in this attachment. All counties are expected to implement the eight forms in ACL No. 80-66 on schedule unless a form modification request or extension of time is approved by the FSPMB. Department staff will be reviewing county compliance with the implementation of these forms.

Should you have any questions or require assistance, please contact your Food Stamp Program Operations Consultant.

Sincerely,



KYLE S. MCKINSEY
Deputy Director

cc: CWDA
Case Data Committee